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AGREEMENT

by and between the

TOWN OF GREENBURGH

and

CSEA, Local 1000 AFSCME,
AFL-CIO

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NYS PUBLIC EMPLOYMENT
RELATIONS BOARD



Town of Greenburgh Unit
Westchester County Local 860

January 1, 2005 - December 31, 2007

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AGREEMENT

THIS AGREEMENT, made this 4th day of May, 2006 and effective retroactively as of January 1, 2005 by and between the Town of Greenburgh (hereinafter referred to as the "Town") and the Civil Service Employees Association, Inc., Local 1000 AFSCME, AFL-CIO, Westchester Local 860, Town of Greenburgh Unit (hereinafter referred to as the "Union").

RECOGNITION CLAUSE

WHEREAS, the Union is recognized as the sole and exclusive negotiating agent for all full-time, regular part-time Town employees, and school crossing guards, (hereinafter referred to as the "Bargaining Unit") under Section 208-c of Article 14 of the Civil Service Law, which recognition is automatically continued from year to year, and is for the maximum period allowed by law, except for:

Elected Officials
Department Heads
Deputy Department Heads (Including Deputy Town Attorneys)
Exempt Titles
Managerial Titles (as attached hereto as Appendix "A")
Police Officers
Highway and Sanitation Division Employees
Seasonal and Temporary Employees (hired for a definite term not exceeding eighteen (18) months); and

WHEREAS, the parties desire to avert disputes and to insure continued harmonious relations; and

WHEREAS, the Union, as the representative of all employees of the Town of Greenburgh in the Bargaining Unit, together with each of its individual employee members, has asserted that the Union and its members will not, at any time, engage in a strike against the Town of Greenburgh, its people and its duly elected government; and

WHEREAS, the parties have negotiated collectively in good faith in an effort to arrive at an agreement to cover the compensation and conditions of employment of all of the employees in the Bargaining Unit and have, as a result of such negotiations and in consideration of the requests of the Union and proposals made by the Town, arrived at certain understandings with respect to conditions of employment and compensation of employees in the Bargaining Unit;

ARTICLE I
COMPENSATION

1. All employees in the Bargaining Unit shall be compensated in accordance with the Salary Schedules annexed hereto as:

Salary Schedule "B" - Blue Collar employees.

Salary Schedule "C" - School Crossing Guards.

Salary Schedule "D" - White Collar employees (Professional, Clerical, Administrative).

2. Wages

a. Effective January 1, 2005, the salaries for all CSEA bargaining unit members shall be increased by 3.0 percent;

b. Effective January 1, 2006, the salaries for all CSEA bargaining unit members shall be increased by 3.0 percent;

c. Effective January 1, 2007, the salaries for all CSEA bargaining unit members shall be increased by 3.0 percent;

d. Salary increments for employees will be submitted as outlined in Article XXV, Section B(3), the quarter previous to the anniversary date of the employee. Increments approved will be paid on the anniversary date and will be effective the following full pay period from the anniversary date.

e. All employees in the Bargaining Unit shall be paid biweekly for work performed during the preceding two-week period. Payroll checks will be issued on Thursdays for the two-week period up to and including the previous Friday.

f. The salaries for bargaining unit members hired on or after March 24, 1999 into entry level positions which are Park Groundskeeper, Caretaker, Maintenance Worker (Repair), Maintenance Laborer and Water Treatment Plant Operator Trainee, shall be \$10,000.00 below the contract rate for the respective positions during the first year of employment and \$5,000.00 below the contract rate for respective positions during the second year of employment.

ARTICLE II

LONGEVITY

1. All eligible employees in the Bargaining Unit shall receive one hundred fifty (\$150.00) dollars longevity pay added to their base annual compensation after 10 years of service with the Town; three hundred (\$300.00) dollars after 15 years of such service and four hundred fifty (\$450.00) dollars after 20 years of such service. These amounts shall be cumulative to a total of nine hundred (\$900.00) dollars after 20 years of such service.

Qualification for longevity pay shall not require continuous service but only actual employment time shall be considered. All employees returning to the employ of the Town after a period of absence from such employment will get credit for prior service after he or she has been re-employed for at least twenty-four (24) months of uninterrupted service.

Longevity payments for all employees shall be paid in one lump sum and in a separate check at the end of each calendar year.

ARTICLE III

OVERTIME PAY

1. All full-time employees in the Bargaining Unit shall receive overtime pay at the rate of one and one-half times their regular rate of pay for each hour and fraction thereof worked in excess of five (5) days in any one week or in excess of seven (7) hours in any one day except that employees compensated in accordance with Schedule "A" shall receive overtime pay only for each hour or fraction thereof worked in excess of five (5) days in any one week or in excess of eight (8) hours in any one day.

2. All work performed on a holiday shall be paid for at overtime rates of one and one-half times the regular rate of pay for each hour and fraction thereof worked. Library employees who performed work on a holiday shall receive, at the employee's option, pay at the rate of one and one-half times the regular rate of pay, or compensatory time off at a mutually agreed upon time at the rate of one and one-half hours for each hour worked on Election Day and the day after Thanksgiving.

Civilian Police Dispatchers and paramedics who work on a holiday that falls during the regular work week shall be compensated by receiving their regular days' pay and will receive another day off in lieu of such holiday.

3. Regular part-time employees shall be paid overtime after working 40 hours in a workweek. Overtime payments during the summer hour period, if any, will begin only after an

employee works in excess of the number of daily hours normally worked by the employee during the remainder of the year.

4. Employees may not work overtime, unless there has been prior approval of the department head or designee, except emergencies within the Water and Sewer Department. The Town will provide the Union a list of designees with the authority for approving overtime.

5. Blue collar employees shall receive double time for work on holidays and Sundays. This provision shall not apply to prescheduled work for Sundays.

"Prescheduled" shall be defined as when the practice is Sunday as part of the work week.

6. Employees in the Water and Sewer Department who work 16 or more continuous hours including normal meal periods shall be entitled to an eight-hour rest period at the conclusion of such work period. If any part of the eight-hour rest period extends into the employee's next regularly scheduled work day, it shall be paid at straight time with no charge to leave accruals.

ARTICLE IV **RECALL AND STAND-BY TIME**

All employees in the Bargaining Unit shall receive a minimum of four (4) hours pay at overtime rates if recalled to duty before or after a regular tour. Employees in the Bargaining Unit placed on standby status shall receive four (4) hours pay at straight time for each 24-hour period when the employee is on standby status. The assignment of recall overtime in the Water Department will be offered on an equal basis to all qualified employees.

ARTICLE V **VACATIONS**

1. All employees in the Bargaining Unit shall receive an annual vacation with pay on the following basis:

Ten (10) working days after the first and second years of employment;
Fifteen (15) working days after the third year of employment;
Sixteen (16) working days after the fifth year of employment;
Twenty (20) working days after the tenth year of employment;
Twenty-Five (25) working days after the twentieth year of employment.

Vacation time will accrue on an annual basis. All time will be placed on the books and may be used on January 1st of each year. Any employee hired in the prior year will have his/her vacation times pro-rated. During the transition year of 1990, all employee time will be pro-rated from the employee's hire date to December 31st. This time will be placed on the books as of January 1st.

The foregoing annual vacations represent the total annual vacation period for each employee based on years of service to the Town. Vacation time may be accumulated to a maximum of one-half of the prior year's earned vacation. If the Town denies an employee an opportunity to use the employee's accruals, so that the employee exceeds the maximum number of days, the Town shall pay the employee for the number of days in excess of the maximum.

2. Vacation pay shall be paid in advance immediately prior to commencement of a vacation period upon request of the employee concerned. In order to receive advance vacation pay, the employee must submit such request in writing two weeks prior to the scheduled vacation.

3. Verified hospitalization time occurring during an employee's vacation may be charged against accumulated sick leave and not against vacation upon request of the employee, which request shall be made, if at all, within sixty (60) days of such hospitalization.

4. Vacations shall be scheduled in advance and shall be taken at such times as may be approved by the Department Head, or his/her designee(s), provided, however, that such approval may not be unreasonably withheld. In the event of a conflict involving two or more employees equally qualified, seniority of service with the Town shall govern and the employees must be advised as soon as possible, but no later than twenty (20) calendar days of the request.

5. Vacation accruals must be taken in minimum increments of one-half day.

6. The vacation requests of Police Dispatchers and Civilian Paramedic Personnel shall be submitted in November of the year preceding that in which the vacation is to be taken. This shall coincide with the submittal of vacation requests by sworn personnel, thereby facilitating the assignment of vacations while ensuring that these critical positions, in which police and civilian personnel are employed interchangeably, receive appropriate staffing.

Although every reasonable effort shall be made to accommodate vacation requests submitted by Police Dispatchers and Civilian Paramedic Personnel that are not made in November of the year preceding that in which the vacation is to be taken, the Chief of Police may deny any such request that, if granted, would result in an insufficient number of Dispatch or Paramedic personnel available for duty or create a need for the incurrence of overtime to fill these positions.

It is understood that no Police Dispatcher or Civilian Paramedic shall have previously approved vacation canceled or changed to accommodate a member of the sworn service except in the event of a catastrophe that would require the cancellations of all vacations.

ARTICLE VI **HOLIDAYS**

1. All employees in the Bargaining Unit shall receive fourteen and one-half (14½) paid holidays per year whether worked or not. The following are designated as paid holidays:

New Year's Day
Martin Luther King, Jr.'s Birthday
Lincoln's Birthday
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Veterans' Day
Thanksgiving Day
Day after Thanksgiving Day
Christmas Day
½ day on afternoon of Good Friday
½ day on afternoon of Christmas Eve
½ day on afternoon of New Year's Eve

2. Employees working on a holiday shall receive overtime pay in accordance with Article III of this Agreement plus straight time for holiday pay.

3. Notification shall be given to the President of the Association on or before December 31st of each year of the actual dates of designated holidays for the upcoming calendar year.

4. Library employees shall receive, at the employee's option, compensatory time or pay at the rate of time and one-half for each hour worked on Election Day and the day after Thanksgiving.

ARTICLE VII
PERSONAL LEAVE

1. Each employee in the Bargaining Unit shall be allowed a maximum of three (3) days of personal leave, with pay, each year. However, employees may not use personal leave with pay during the employee's first six (6) months of employment with the Town. Personal leave may not be added to vacation time. All personal leave days not utilized by the employee by December 31st of the year of accrual shall be paid to the employee at the current rate of pay on or before the first full paycheck of the following year in a separate check.

2. Personal leave must be used in minimum hourly increments, with the approval of the immediate supervisor, which approval shall not be unreasonably withheld. However, an employee denied personal leave shall receive written notice of the reason or reasons for such denial at the time of such denial.

3. In other than emergencies rendering advance notice impossible, requests for personal leave shall be submitted to the Department Head at least three (3) days in advance.

4. LEAVE OF ABSENCE WITHOUT PAY: Any permanent employee who is temporarily, physically or mentally, unable to perform his/her duties or who desires to engage in a course of study intended to increase his/her usefulness to the service, or who, for any reason considered good by the appointing authority desires to secure a leave of absence from his/her regular duties may be granted a leave of absence without pay for a period not to exceed one (1) year.

5. An employee may request permission to attend conferences and professional meetings relevant to his/her work. If the Department Head approves and funds are available for this purpose in the department budget, such trips will be authorized.

6. An employee will be allowed one (1) day of paid absence for marriage on a normally scheduled work day.

ARTICLE VIII
SICK LEAVE

1. Each employee in the Bargaining Unit shall be allowed leave with pay up to twelve (12) working days each calendar year for personal illness or injury. Sick leave shall accrue at the rate of one (1) day for each full calendar month worked. New hires may not use sick leave with pay during the employee's first six months of employment. At the completion of six months of employment, the employee shall be credited with six days of sick leave, which

may be used retroactively for any days in which the employee was sick during the first six months of employment and was on leave without pay.

2. At the start of a work day, an employee must use a minimum of one-half day sick leave unless a doctor's note is provided.

Upon producing a doctor's note acceptable to the Town, sick leave will be charged in hourly increments. Employees who report to work, and who work less than the regular working day by reason of illness shall be paid for the number of hours actually worked and the balance of the time shall be charged to sick time, which must be used in minimum hourly increments. Employees requesting sick leave must call in prior to the start of the employee's work day. Failure to comply with this requirement may result in leave without pay for ½ day.

3. Sick leave may be accumulated on an unlimited basis to be used for illness. Under no circumstances shall it be taken as an additional personal leave, terminal leave, vacation or for any reason other than actual illness or injury. All members of the Bargaining Unit upon retirement or termination who have accrued a minimum of seventy-two (72) days' sick leave will receive a cash payment of up to fifty (50) percent of all accrued sick leave. The remaining sick leave may be used for retirement credit purposes for up to a maximum of 165 days - The maximum accumulation of sick leave for purposes of payment upon retirement or termination shall be one hundred eighty (180) days for employees hired on or after the date of ratification of this Agreement. For employees hired prior to the date of ratification, sick leave accumulations for purposes of payout shall be capped at the employee's respective accumulation on December 31, 1993 or 180 days, whichever is greater. The cap for employees with more than 180 days accumulated on December 31, 1993 shall decrease for payout purposes with future use of sick leave in excess of the cap.

Sick leave is for sickness, sufficient to confine an employee to home, or to an area where the employee can be reached, except for necessary doctor's visits. The Town, at its discretion, may require a statement from the employee's physician attesting to the employee's illness or injury after the fourth (4th) consecutive day of absence.

Bargaining Unit members may utilize a maximum of five of their accumulated sick leave days for family sick leave. "Family" shall be as defined in the bereavement leave clause of the contract. Family sick leave shall only be permitted to care for sick family members suffering from serious health conditions. The Town may require the employee to provide proof of the family member's illness.

4. Absence due to jury duty will not be charged against accumulated sick leave.

5. If the employee is absent on sick leave the day before and/or the day after a holiday, or before or after a weekend, the Town may require, at the employee's expense, proof of

illness before payment for such sick leave is made. The Town may require a doctor's certificate upon a demonstrated pattern of sick leave abuse, which proof shall not be unreasonably required.

6. Any employee who exhausts his accumulated sick leave due to extended illness may request special consideration and extension which may be granted by the Town Board in its discretion.

7. Each employee shall receive an annual report of all accumulated leave. The Town shall use its best efforts to provide the report, in writing, by March 31st of each year.

8. An employee in the Bargaining Unit absent as a result of injury sustained while employed and incurred by reason of such employment within the meaning of the New York Workers Compensation Law and regulations applicable thereto, shall not be charged with sick leave, but may, pending adjudication of his case, receive up to six (6) calendar months of administrative leave (exclusive of accumulated sick leave credit) at full pay, beginning with the day of injury, provided, however, that such pay shall be reduced by any Workers' Compensation award for salary.

Upon notice to the Town by the carrier of the New York State Compensation Board that a compensation award has been made to an employee, the total number of days awarded shall be compared with the number of days leave used. If the number of days used is less than the number of days awarded, the Town has no claim for reimbursement. If the number of days used exceeds the number of days awarded except for Hearing Days which shall be charged to Sick Leave, then the Town is to redeem coverage. The employee may, at his option, use accrued Sick Time or Vacation Time to repay the Town for non-awarded compensation days.

Determinations under the Workers Compensation Law of the State of New York as to whether or not disability is service connected and as to the extent of such disability shall be conclusive as between the employee and the Town. Vacation and sick leave credits shall not be earned during the period of any such administrative leave. At the termination of such administrative leave, the employee may, in the event of his continued disability, elect to utilize his remaining sick leave. Should the disability continue beyond the six (6) month period plus the period of accumulated sick leave, such injured employee may, in the discretion of the Town, be placed on leave without pay for a further period not to exceed eleven (11) months. Thereafter, the employee shall be removed from the payroll.

ARTICLE IX

MEDICAL AND DENTAL INSURANCE

1. The Town shall provide medical benefits through the New York State Empire Plan (Core Plus Medical and Psychiatric Enhancements) for all eligible employees and

dependents. In order to be eligible for retiree coverage, a retiree must have a minimum of ten (10) years' service with the Town and retire with the Town.

a. Medical insurance benefits shall be paid for retirees and surviving spouse of retirees as long as the surviving spouse remains unmarried. Effective January 1, 1998, medical insurance for surviving spouses of retirees shall be paid as follows:

1) If the employee has twenty (20) years or more of service with the Town as of 1/1/98, the Town shall pay 100% of the cost of the premium for the surviving spouse.

2) Upon completion of ten (10) years of service with the Town for those employees hired prior to 1/1/98, the Town shall pay 100% of the cost of the premium for the surviving spouse during the first year after the retired employee's death. Upon the first anniversary of the retired employee's death and thereafter, the Town shall pay 50% of the cost of the premium for the surviving spouse.

3) Employees hired on or after 1/1/98 shall be ineligible for surviving spouse coverage.

b. Employees shall have the option of using the Empire Plan or a designated HMO. The cost to the Town for an HMO shall in no event exceed the Town's costs for the "Empire Plan."

c. Part-time employees shall be ineligible for health insurance, except part-time Crossing Guards who shall receive health insurance as provided under Article IX, Section 2, and part-time employees as of January 1, 1990, who are currently receiving health insurance.

d. The Town may change health insurance carriers, which term shall include self insurance, for employees in the Bargaining Unit subject to the following:

1) Coverage must provide benefits equivalent to, if not greater than, the coverage provided under the Empire Plan set forth in this Agreement. Coverage under this provision may include self insurance.

2) Any contemplated changes in carrier (including self insurance) and/or coverage, must be presented to CSEA at least sixty (60) days prior to implementation.

3) CSEA reserves the right to move immediately to binding arbitration should any benefit provided by a carrier or plan diminish below the schedule currently provided in this Agreement.

4) Such coverage shall be at no cost to employees except as provided in this Agreement.

5) The employer will maintain continuity of coverage.

e. Crossing Guards employed on January 1, 1988 shall be maintained in the health insurance plan in which the employee was enrolled (i.e., HMO, individual, family). If such employee wishes to change enrollment from an individual to a family plan, the employee shall pay the difference in cost. Crossing Guards hired after January 1, 1988 shall be entitled to an individual plan. If the employee wishes to enroll in a family plan, the employee shall pay the difference between the individual plan and the family plan. For all Crossing Guards hired after January 1, 1988, the Town's contribution toward health insurance will be \$3,000 per employee per year. Any contributions required in excess of that sum shall be paid by the employee.

f. The Town shall enroll in the CSEA Employee Benefit Optical Plan.

g. The Town shall provide and administer the improved Dental Insurance Plan for the members of the Bargaining Unit (not applicable to School Crossing Guards or retirees except as noted). The maximum Town contribution shall be \$344 per employee per year for individual coverage and \$913 for family coverage. Effective upon implementation of the Dental Insurance Program all retirees from this Bargaining Unit will be given the option to join the Dental Program. The retirees will be required to pay the difference between the cost of the program available to retirees and the Dental Insurance Program. Said payments will be made to the Town of Greenburgh Unit #8215 of Westchester Local #860 of the Civil Service Employees Union. The Union will be responsible for forwarding such payments to the Comptroller's Office of the Town of Greenburgh on a quarterly basis prior to the first payments due. Should said payments from the Union not be received on a timely basis, the retiree will automatically be removed from the Dental Program and reinstated in the present Retiree Program (Group Health Dental, Inc.). The Town may self insure for dental benefits, so long as the present level of benefits are maintained.

h. Employees who are covered under a spouse's health insurance plan may elect not to enroll in a Town sponsored plan (Empire or an HMO). In order to do

so, an employee must provide documentation establishing that the employee is covered under another plan. If the employee opts out of the Town individual plan, the employee shall be paid \$1,000. If the employee opts out of the Town family plan, the employee shall be paid \$2,000. Said payments shall be made during the first payroll period in July. An employee who opts out must do so no later than December 1st for following year. An employee who opts out of the Town plan, and who subsequently is no longer covered under the spouse's health insurance plan may enroll in the Town plan, upon thirty (30) days notice to the Town. An employee who has opted out of the Town plan who thereafter enrolls in the Town plan prior to July 1st shall receive a pro-rata share of the payment.

Those employees who are eligible for family coverage and opt from family coverage to individual coverage, shall receive \$1,000.00 for each year provided proof is submitted that eligible dependents are covered.

ARTICLE X

DUES AND INSURANCE PREMIUMS

1. Upon presentation of dues deduction and/or Master Plan premium deduction authorization cards signed by the individual employees in the Bargaining Unit or as provided below, and until cancellation or withdrawal of such cards in accordance with the provisions thereof, the Town shall make biweekly deductions from the wages of such employees in the amounts so designated on the authorization cards as membership dues, deductions and contributions to or deposits into the Westchester Governmental Employees Federal Credit Union and will remit such deductions to the union and/or Credit Union together with a list of employees from whose wages such deductions have been made within ten (10) days after the last day of the month for which deductions are made.

2. The Union and the employees who sign such dues deduction authorization cards, jointly and severally agree to indemnify and hold the Town harmless against any claims, loss, liability and expense arising out of or in connection with such dues deductions and the use thereof by the Union and/or Credit Union.

3. **Agency Shop Fee Deductions**

All employees included in the Bargaining Unit who are not members of the Union, shall be required to pay to the Union an agency shop fee, as provided by the Civil Service Law, which is an amount equivalent to the amount of dues payable by a member of the Union. The employer will make deductions from the wages of said employees and transmit them in the same manner as specified in Article X as an agency shop fee deduction.

Said employees have the right to recover any part of an agency shop fee deduction which represents the employees pro-rata share of expenditures by the Union in aid of activities or causes only incidentally related to terms and conditions of employment.

4. The CSEA hereby agrees to indemnify the Town and hold harmless the Town regarding any claims and suits pertaining to agency shop fee deductions. This includes legal fees and other expenses and costs incurred in defending such claims and suits and any judgments or awards resulting therefrom.

ARTICLE XI **RETIREMENT PLAN**

The Town shall continue the "Non-Contributory Improved Career Retirement Plan" provided in Section 75-i of the Retirement and Social Security Law of the State of New York except that members of the Bargaining Unit employed after June 30, 1976, shall contribute such portion of the cost thereof as may be provided by law.

ARTICLE XII **RETIREMENT CREDIT - UNUSED SICK LEAVE**

The Town shall continue to provide the benefits contained in Sections 41-J and 341-j of the Retirement and Social Security Law of the State of New York, effective January 1, 1973, allowing application of unused sick leave as additional service credit upon retirement up to 165 days maximum.

ARTICLE XIII **RETIREMENT CREDIT FOR WORLD WAR II SERVICE AND** **TRANSFER FROM OTHER SYSTEMS**

The Town shall continue to provide the benefits contained in Sections 41K, 341K, 43 and 343 of the Retirement and Social Security Law of the State of New York and Section 243 of the Military Law of the State of New York effective January 1, 1971, allowing members of the New York State Employees Retirement System to purchase service credit for World War II military service, service as a member of any other retirement system operated by the State of New York or its subdivisions and service for a past period of military leave without pay.

ARTICLE XIV
BEREAVEMENT LEAVE

1. Three (3) consecutive working days with pay shall be granted for the death of the immediate members of the family. Specifically, immediate family shall be defined as spouse, child, parent, grandparent, grandchild, brother or sister.

2. Two (2) consecutive working days with pay shall be granted for the death of mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law.

3. One (1) day bereavement leave shall be granted for the death of an uncle or aunt or niece or nephew of the employee only.

4. For any bereavement leave including those described above, an employee may take up to five (5) additional days. Such additional leave shall be charged to employee designated accrued time.

ARTICLE XV
GUARANTEED DEATH BENEFIT

The Town shall continue to provide the guaranteed minimum death benefit as provided in Sections 60b and 360b of the Retirement and Social Security Law of the State of New York.

ARTICLE XVI
WORK WEEK AND WORK DAY

1. The regular work day for all full-time clerical, administrative and professional employees, "White Collar," in the Bargaining Unit shall consist of seven (7) hours and the regular work week for such employees shall be five (5) days - Monday through Friday except for existing regular work week practices for employees in the Library and elsewhere and as otherwise provided herein.

It is understood that, with respect to meal periods for Civilian Paramedics, if it can be demonstrated that he/she could not take a meal period due to the volume and/or type of calls, he/she will be eligible for overtime.

2. The work day for employees compensated in accordance with Schedule "B" "Blue Collar" shall consist of eight (8) hours and the work week shall consist of five (5) days Monday through Friday except for existing regular work week practice for employees and as otherwise provided herein.

3. Employees assigned to the Pump station shall be scheduled to work at straight time for any five (5) consecutive days within seven (7).

4. Employees of the Library shall be scheduled to work at straight time for any thirty-five (35) hours within any seven (7) day period, but no more than seven (7) hours in any twenty-four (24) hour period, and the present practice with respect to working hours, overtime and compensatory time off, will continue, without change.

5a. Program Personnel of Community Center, Parks and Recreation and Youth Services Departments, defined as Recreation Supervisors, Recreation Assistants, Recreation Specialists, Program Directors, Senior Youth Aides, Youth Aides, and Community Outreach Workers, shall work any five (5) days during the week and any seven (7) hours in a twenty-four (24) hour period at straight time, provided however that said employees shall have at least ten (10) hours off, in any twenty-four (24) hour period.

Effective January 1, 2000, the Town shall have the right to assign lifeguards to work any five (5) consecutive days during the week.

Assignments to the above mentioned days shall first be offered on a volunteer basis.

If there are insufficient volunteers to staff, they shall be assigned based upon the reverse order of seniority.

b. The Town shall have the right to assign maintenance personnel of the Community Center, Parks and Recreation and Youth Services Departments to work in those Departments any five (5) consecutive days during the week and any eight (8) hours in a twenty-four (24) hour period, at straight time, provided, however, that said employees shall have at least ten (10) hours off in any twenty-four (24) hour period. Assignments to hours and shifts which vary from those in effect prior to the ratification of this memorandum shall first be offered on a volunteer basis. If there are insufficient volunteers or new hires to staff such shifts and hours, they shall be assigned on a rotating basis based upon reverse order of seniority.

Maintenance employees hired on or after September 22, 1993 may be assigned to such shifts and hours without rotation and without the Town being obligated to request volunteers.

c. The scheduling of holidays, Saturdays, Sundays and night work shall be rotated equally among all employees in like job classifications. Two week's notice of any contemplated work schedule change shall be given to affected employees. Such changes shall be kept to a minimum.

6. The scheduling of holidays, Saturdays, Sundays and night work shall be rotated equally among all employees in like job classifications.

One month's notice of any contemplated schedule change shall be given to employees affected, other than those in the Parks and Recreation, Community Center and Youth Services Departments, which is provided above. Such changes shall be kept to a minimum.

7. The present practice of a fifteen (15) minute morning and afternoon break shall be continued.

8. Docking for tardiness shall be on the basis of 7.5 minutes for each one eighth ($\frac{1}{8}$) of an hour, or part thereof, that the employee is late.

9. A joint Union-Town Committee shall be established for the purpose of considering a "flex time" policy for all departments. This shall also include summer hours.

10. A maximum of fifteen (15) annual mutuals between bargaining members assigned to the police department holding commensurate positions shall be allowed provided that such exchange of tours does not impair the operational efficiency of the Department. The Department shall have a right to implement and change the rules relating to mutuals including advance notice and approval of a supervisor and restriction on the repayment of mutuals. Request for mutuals shall not be unreasonably denied.

11. There shall be a committee on the issue of work schedules, which shall consist of an equal number of Town and CSEA representatives.

The committee shall have the authority to negotiate changes relating to the work schedules in effect for particular departments.

Any agreement reached by the work schedule committee shall be subject to ratification by the CSEA and Town Board.

ARTICLE XVII **JOB RELATED COURSE**

The Town agrees to pay tuition costs for employees in the bargaining unit enrolled in courses taken by direction of the Department Head and authorization of the Town Board.

ARTICLE XVIII

SENIORITY

Seniority will be based on the date of commencement of employment. Each department will maintain a current seniority list of its personnel. This list will be used in determining employee preferences in leave, job scheduling and in reductions in work force. This list also will be used for job openings when all other standards for selection by and between two or more employees are equal. The Town shall post notice of all job openings on the bulletin board maintained in Town Hall by the Personnel Department which notice shall set forth the job title, qualifications and applicable salary. A copy of such notice shall be given to the President of the Union.

ARTICLE XIX

UNIFORMS

All Blue Collar employees in the unit will be initially supplied with three (3) Summer and three (3) Winter uniforms. Thereafter, each year, they shall receive one (1) Winter uniform and one (1) Summer uniform in season. The Winter uniform is to consist of jacket, pants and coveralls; the Summer uniform is to consist of two (2) shirts and two (2) pants. Employees shall maintain, clean and repair uniforms, and are required to wear the uniform while on duty.

Employees may substitute uniform purchases, as may be agreed between the Town and the employees, at no additional cost to the Town.

Civilian Paramedics and Animal Wardens shall receive, on an annual basis, a clothing and maintenance allowance of \$400.00 to be paid in two (2) equal installments of \$200.00 on or about 6/30 and \$200.00 on or about 12/31.

ARTICLE XX

RULES CHANGE

The Town shall give written notice to the Union of any proposed change of existing personnel rules and regulations presently in effect due to the formal adoption of same by the Town Board.

ARTICLE XXI
BULLETIN BOARD - VISITATION OF FACILITIES

The Union is granted the right to post notices on designated Town bulletin boards upon approval of the Comptroller, which approval shall not be unreasonably withheld. The right is extended to the Union to visit Town facilities upon prior notice to the Comptroller of the Town.

ARTICLE XXII
UNION OFFICERS DUTIES

1. Appointed and elected Union Officers and Delegates shall have reasonable time off to attend meetings and perform Union duties during working hours to the extent that same is necessary to administer this contract. Such leave shall be subject to the needs and approval of the Town, which approval shall not unreasonably or arbitrarily be denied.

2. Appointed and elected Union Officers and Delegates shall have time off to attend conferences, seminars, conventions, etc., sponsored by the Union. The approval of the Comptroller shall be required before time off may be taken, which approval shall be subject to the needs of the employer and shall not unreasonably or arbitrarily be denied.

3. The Union shall maintain and provide to the Town, on a quarterly basis, and as changes occur, a list of all Union officers and shop stewards. Failure to provide said list will result in the denial of Union leave to any person not on the list.

ARTICLE XXIII
GRIEVANCE PROCEDURE

1. **Objective**

It is the declared objective of the Town and the Union to encourage the prompt and informal resolution of employee complaints as they may arise and to provide recourse to orderly procedures for the satisfactory adjustment of complaints.

2. **Definitions**

a. "Employee" shall mean any person, or group of persons similarly affected by an alleged grievance, who are directly employed by the Town and who are included in the Bargaining Unit.

b. "Grievance" shall mean a complaint by an employee or, where appropriate, by the Union, through its officers, that there has been a violation, misinterpretation, or inequitable application of any of the provisions of this Agreement, except that the term "Grievance" shall not apply to any matter as to which the Town is without authority to act, or to any matter which is within the Town's exclusive authority to act pursuant to Article XXIV hereof.

c. "Days" shall mean all days other than Saturdays, Sundays and legal holidays. Saturdays, Sundays and legal holidays shall be excluded when computing the number of days within which action must be taken or notice given.

d. "Department Head" shall mean the person designated in operational organizational plan of the Town as the Head of the Department in which the aggrieved employee works.

3. Representation in Grievance Proceedings

The Union shall be entitled to designate a representative to represent and assist any employee represented by the Union in any grievance proceeding pursuant to the existing Personnel Rules and Regulations of the Town or pursuant to this Agreement.

4. Basic Principles

Employees shall have the right to present grievances in accordance with these procedures, free from coercion, interference, restraint, discrimination, or reprisal. The Union, through its officers, shall have the right to present grievances with respect only to those provisions of this Agreement which confer rights and privileges on the Union. An Employee shall have the right to be represented at any stage of the procedures hereinafter set forth by a person or persons of his own choice, provided, however, that such person is not an officer of an employee organization other than the Union, and provided further that, absent any objection by a grieving Employee, a Union representative shall be permitted to audit any grievance beyond the informal stage. Each party to a grievance shall have access at reasonable times to all written statements and records pertaining thereto and shall have the right to obtain copies thereof (for these purposes, the term "Party" shall be deemed to include the grieving employee or, in grievances affecting the Union, the Union, through its officers, and the Town) - All hearings shall be confidential, unless requested otherwise by the aggrieved party. Each Department Head shall have the responsibility to consider promptly each grievance presented to him and make a determination within the authority delegated to him within the time specified in these procedures.

5. Step 1

All grievances shall be presented for adjustment, in the first instance, to the Department Head. This first step of the Grievance Procedure shall be in writing and it shall be taken, if at all, within twenty (20) days from the time when the Employee or Union (where rights are conferred specifically on the Union) becomes aggrieved. Failure to present a grievance within said period shall constitute a waiver of the right to bring a grievance hereunder and shall be deemed to constitute assent to the action taken. All grievances shall be presented in writing, which writing shall set forth the date of submission; the name of the aggrieved employee, if any, and his/her signature; the date the grievance arose; the nature of the grievance; and the provision of this Agreement alleged to have been violated.

The Department Head must determine said grievance, in writing, within ten (10) days of its receipt by him. Failure to do so shall result in the granting of the relief requested, unless the Department Head or his/her designee, shall extend the time to respond for a period not to exceed an additional ten (10) days. Such extension shall be in writing, sent to the grievant within ten (10) days of receipt of the grievance.

6. Step 2

a. Within ten (10) days after a determination has been made at Step 1, the aggrieved Employee or his/her Representative, or the Union through its officer (where a Union grievance is involved) may make a written request to the Town Supervisor, or his/her designee, for review and determination. Failure to present said request within the time period specified shall constitute a waiver thereof and be deemed to constitute assent to determination of the Department Head. The Town Supervisor or his/her designee, shall render his/her decision in writing within ten (10) days after submission of a grievance setting forth the basis for the action taken, except as may otherwise be provided in Subparagraph (b) of this Paragraph.

b. Upon request of any Party to a grievance, subject to the time period set forth in Subparagraph (a) of this Paragraph, the Town Supervisor, or his designee, may notify all concerned in the subject matter of the grievance of the time and place when a formal Hearing shall be held where such persons may appear and present oral and written statements supporting their position in the case. Such Hearings shall be held within twenty (20) days after receipt of the grievance and the request for Hearing from the aggrieved Employee or Union. Within fifteen (15) days thereafter, the Supervisor or his/her designee, shall render a Decision in writing setting forth his/her findings and determination.

7. Step 3

If the grievant is not satisfied with the determination of the Town Supervisor or his/her designee, the Union may, within fifteen (15) days after the Decision of the Supervisor or his/her designee, submit a Demand for Arbitration to the American Arbitration Association and send a copy thereof to the Town. Said Demand for Arbitration must be postmarked not later than the 15th day after the Decision of the Supervisor or his/her designee. Failure to make such demand within the time period specified shall constitute a waiver thereof and be deemed to constitute acceptance of the determination of the Supervisor or his/her designee.

If said Demand is properly made, the grievance shall be submitted to binding Arbitration in accordance with the procedural Voluntary Labor Arbitration Rules of the American Arbitration Association then in effect; provided, however, that: (a) the Arbitrator shall be strictly limited to the interpretation of the express provisions of this Agreement; (b) the Arbitrator shall have no power to alter or modify any express provision of this Agreement or to render any award or determination which, by its term, effects any such alteration or modification; (c) the Arbitrator shall not make any award which limits or interferes with the exercise of judgment and discretion of the Town or any of its representatives under law or this Agreement; and, (d) in rendering his award, the Arbitrator shall be bound by applicable law. Any arbitration award must be rendered within thirty (30) days after the close of the hearing, unless otherwise mutually agreed to by the parties. In any arbitration award requiring the payment of back pay or other monies, the Arbitrator may only award such back pay retroactive to five months prior to the filing of the grievance. The Town and Union shall bear equally the costs of such arbitration proceedings, exclusive of attorney's fees, if any, which fees shall be borne separately by each Party.

ARTICLE XXIV
MANAGEMENT RIGHTS

The Union recognizes that the management of the Town, the control of its properties and maintenance of order and efficiency, are the sole responsibilities of the Town, as employer. The Union further recognizes that these rights include, but are not limited to, the right of the Town to direct its work force, to make all decisions as to the operation of the Town system and its work force, the increase and/or decrease in the work force, discipline and all other rights normally inherent in the right of management, except as otherwise may be limited by the express terms of this Agreement. The failure to assert any of these rights shall not be deemed to be a waiver thereof.

ARTICLE XXV
EMPLOYEE RIGHTS

Section A

1. There shall be no discrimination against any employee by reason of race, color, creed, national origin, sex or age.
2. The Town agrees that its enforcement of discipline will continue to be fair and for just cause.
3. Employees entitled to Section 75 of the Civil Service Law and, after completion of a one (1) year probationary period, Non-Competitive and Labor Class employees not otherwise entitled to the benefits of Section 75 of the Civil Service Law shall be entitled to the protection set forth below, in lieu of Section 75 of the Civil Service Law:
 - a. An employee may not be disciplined without being served with a notice of discipline, with a copy served upon the CSEA Unit President.
 - b. An employee contesting the notice of discipline must serve an answer and demand for arbitration within ten (10) days of service of the notice of discipline. For good cause shown, the Union may have an additional five (5) days to serve the demand for arbitration.
 - c. The notice of discipline shall be referred to an Arbitrator selected pursuant to the procedures of the American Arbitration Association.
 - d. The award of the Arbitrator is to be rendered within two weeks of the close of the hearing.
 - e. The decision of the Arbitrator shall be final and binding upon all parties and shall be reviewable only pursuant to Article 75 of the CPLR
 - f. Employees may be suspended for thirty (30) days pending the charges. Thereafter, employees may be suspended for an additional fifteen (15) days without pay for just cause. Prior to a suspension without pay, the employee shall be given the reasons

therefor and an opportunity to respond. In the event that prior written notice of the reasons for the suspension is impractical, a formal written notice of discipline shall be served upon the employee and the Union President within five (5) weekdays, exclusive of holidays, from the date of suspension. There shall, however, be no pre-hearing suspensions without prior verbal notice of the reasons for the suspension.

g. Either party may request a transcript of the proceeding, such party must pay for its own copy and a copy for the Arbitrator.

h. All arbitration fees shall be divided equally between the parties.

4. No more than two weeks notice by an employee of the Library need be given of intent to use compensatory time.

5. An employee temporarily assigned by his/her Department Head to work at a higher rated position will receive a rate of pay equivalent to what he/she would receive if permanently promoted to that position provided that this assignment is of at least three (3) consecutive days duration. Payment will be made retroactively to the first day of assignment in such cases.

6. The Union shall provide each employee in the Bargaining Unit with a copy of this Agreement.

7. Each employee shall have the right to inspect his or her official Town personnel file, and to place written comments in said file, in the presence of a Town representative.

Section B-Employee Evaluation

1. All employees who are eligible to receive an increment shall be evaluated on an annual basis. Employees in the Bargaining Unit will be provided with copies of personnel evaluations, if requested. Such evaluations are to be discussed with their supervisors, and signed by the employee.

2. Employees shall have the right to indicate disagreement with an evaluation, on the evaluation form, before signing it.

3. Only employees who receive satisfactory evaluation from their Department Head will be entitled to an increment and advanced to the next step of their job groups. Any employee who receives an unsatisfactory evaluation may request a reevaluation in ninety (90) days from the Department Head, or appeal the unsatisfactory evaluation, within fifteen (15) days using the following procedure:

Step 1: Said employee may appeal an unsatisfactory evaluation to the Evaluation Subcommittee of the Town's Personnel Committee. Such Subcommittee to be composed of two Town Board members and the President of the C.S.E.A. Unit or in the event of a conflict, the designee of the President.

Step 2: If the decision of the Department Head is upheld by the Evaluation Subcommittee or no response rendered within fifteen (15) days, further appeal may be made to the Comptroller.

Step 3: If the decision of the Evaluation Subcommittee is upheld by the Comptroller, or the Comptroller fails to act within fifteen (15) days, final appeal may be made to the Town Board. The Town Board shall hear such appeal within thirty (30) days, and the Town Board's decision will be final, as it relates to the above stated procedure.

ARTICLE XXVI **REALLOCATION OF TITLES**

1. The Town has the right to upgrade or downgrade any position with salary commensurate with such job group after discussion with the Union. The Union President or designee may meet with the Comptroller no more than twice per year to recommend upgrades. The Union may demand impact negotiations with respect to such upgrade or downgrade.

When an employee's position is reallocated to a lower salary group, the incumbent employee shall be permitted to continue at his or her present salary during the period of incumbency. This policy would not prevail in the event of a general Town employment reduction. The salary of the incumbent will remain the same; and the incumbent shall not be entitled to a salary increase until the newly reallocated position salary reaches the incumbent's salary level.

2. When an employee is demoted to a position in a lower salary group, he or she will be paid a salary to be determined by the Appointing Authority which is within the salary range for the lower position title.

3. All newly created positions, jobs, titles shall be negotiated with the C.S.E.A. as to placement in Job Group and Salary Level. In the event of any disagreement with regard to such placement, the final authority for placement in Town's Job Group and Salary Level will be the Appointing Authority of the Town.

4. The C.S.E.A. Unit President shall be notified of all vacancies, hirings and changes in job status in the Bargaining Unit as they occur.

ARTICLE XXVII **NO-STRIKE PLEDGE**

The Union and the Town declare their adherence to the principle that differences between them shall be resolved by peaceful and appropriate means without interruption of public services. The Union, therefore, agrees that there shall be no strikes, work stoppages, or other concerted refusal to perform work by personnel covered by this Agreement nor any instigation thereof. Neither the Union, its officers or directors, nor any employee shall assert the right to strike against the Town, or shall advocate, assist or participate in any such strike.

ARTICLE XXVIII **HEALTH AND SAFETY COMMITTEE**

The Town and the Union shall establish a Health and Safety Committee.

ARTICLE XXIX **JOB ABANDONMENT**

Any employee who absents himself from duty for five (5) consecutive days without consent, shall be deemed to have resigned in bad standing as of the beginning of such unauthorized absence, unless an explanation, by sworn affidavit and supported by available documentary proof, acceptable to the appointing authority is submitted by such employee to said officer within eight (8) days of mailing of initial written notice to such employee that such absence will be deemed to constitute a resignation.

ARTICLE XXX
MISCELLANEOUS PROVISIONS

1. An employee who resigns from employment shall give the employer at least two (2) weeks advance notice. Failure to give the proper notice shall result in the loss of payment for accruals. This provision may be waived by the office of the Town Comptroller.

2. It shall be the responsibility of each employee to notify the Town of the employee's current address and telephone number where the employee can be reached.

3. The Town and the Union shall establish a joint labor/management committee to discuss matters of mutual concern.

There shall be three (3) representatives from the Union which shall include the Unit President and three (3) representatives from the Town which shall include representatives from the Comptroller's and Town Attorney's offices.

ARTICLE XXXI
SAVINGS CLAUSE

If any provision of this Agreement is or shall at any time be declared to be contrary to law, then such provision shall not be applicable or performed or enforced and all other provisions of this Agreement shall continue in full force and effect.

ARTICLE XXXII
MATTERS NOT COVERED

The parties agree that to the extent agreement is possible on negotiable items it has been reached in this Agreement and that negotiations will not be reopened on any item, whether contained herein or not, during the term of this Agreement. This Agreement does not contain any "previous practice" clause, and no such provision shall be implied.

ARTICLE XXXIII
MANDATORY CLAUSE

ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING ADDITIONAL FUNDS THEREOF, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN ITS APPROVAL.

ARTICLE XXXIV
DURATION OF AGREEMENT

It is understood and agreed that the terms and conditions of this Agreement shall become effective January 1, 2005, through December 31, 2007, and shall remain in full force and effect thereafter until a new agreement is negotiated by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized representatives.

TOWN OF GREENBURGH

CIVIL SERVICE EMPLOYEES
ASSOCIATION, INC. , LOCAL 1000,
AFSCME, AFL-CIO, WESTCHESTER
LOCAL 860, TOWN OF GREENBURGH
UNIT

BY: Paul Fere
SUPERVISOR

BY Michael Mun 5/4/06
PRESIDENT, GREENBURGH UNIT,
CSEA

BY Donald J. Portsch 5/4/06
CSEA STAFF NEGOTIATOR

c:\greenburgh\csea negs\contract 2005-2007

APPENDIX “A”

TITLES EXCLUDED FROM CONTRACT

ASSESSOR

ASSISTANT COMMISSIONER – DEPARTMENT OF COMM. RESOURCES

ASSISTANT DIRECTOR OF PURCHASING

ASSISTANT LIBRARY DIRECTOR

ASSISTANT PLANNER

ASSISTANT WATER AND SEWER SUPERINTENDENT

BENEFITS ASSISTANT

BUILDING INSPECTOR

COMMISSIONER OF COMMUNITY DEVELOPMENT & CONSERVATION

COMMISSIONER OF COMMUNITY RESOURCES

COMMISSIONER OF PARKS AND RECREATION

COMMISSIONER – DEPARTMENT OF PUBLIC WORKS

CONFIDENTIAL SECRETARY TO THE SUPERVISOR

COURT ATTENDANT

DEPUTY COMMISSIONER – DEPARTMENT OF COMMUNITY RESOURCES

DEPUTY COMMISSIONER – DEPARTMENT OF PARKS AND RECREATION

DEPUTY COMMISSIONER OF PUBLIC WORKS

DEPUTY RECEIVER OF TAXES

DEPUTY TOWN ATTORNEY

DEPUTY TOWN COMPTROLLER

DEPUTY TOWN ENGINEER

DIRECTOR OF PURCHASING

DIRECTOR OF SENIOR SERVICES

DIRECTOR – GREENBURGH PUBLIC LIBRARY

FORESTRY OFFICER/ENVIRONMENTAL PLANNER

GRANTS COORDINATOR

LIBRARY DIRECTOR

PARK SUPERINTENDENT

PERSONNEL MANAGER

POOL DIRECTOR

PUBLIC RELATIONS ASSISTANT

SECRETARY TO THE COMMISSIONER OF COMMUNITY RESOURCES

SECRETARY TO THE COMMISSIONER OF PARKS AND RECREATION

SECRETARY TO THE LIBRARY DIRECTOR

SECRETARY TO THE TOWN ATTORNEY

SECRETARY – ZONING BOARD OF APPEALS

SYSTEMS MANAGER

TOWN ATTORNEY

TOWN COMPTROLLER

TOWN ENGINEER

WORKERS' COMPENSATION/INSURANCE SPECIALIST

**APPENDIX B
JOB CLASSIFICATIONS**

<u>TITLE</u>	<u>GROUP</u>
ADMINISTRATIVE ASSISTANT	X
ACCOUNTANT	XII
ANIMAL WARDEN	III
ANIMAL WARDEN SUPERVISOR	V
ARBORIST*	VII
ASSESSMENT CLERK	VI
ASSISTANT ASSESSMENT CLERK	V
ASSISTANT BUILDING INSPECTOR	X
ASSISTANT CIVIL ENGINEER	XII
ASSISTANT COURT CLERK	IV
ASSISTANT FIELD INSPECTOR	X
ASSISTANT FIRE INSPECTOR	VIII
BOOKMOBILE CLERK/DRIVER	IV
BUILDING AND PLUMBING INSPECTOR II	X
BUILDING AND PLUMBING INSPECTOR III	XI
BUILDING PLANS EXAMINER	XI
BUS DRIVER	II
CABLE ACCESS DIRECTOR	VII
CLAIMS SPECIALIST	V
CLEANER*	V
CODE ENFORCEMENT OFFICER	VIII
COMMUNITY OUTREACH WORKER	I
CONSOLE OPERATOR	V
COORDINATOR-SENIOR CITIZEN SERVICES	IX – VII **
COURT CLERK	VIII
DATA ENTRY OPERATOR	III
DATA PROCESSING ASSISTANT	VII
DATA PROCESSING SPECIALIST	IX

DISPATCHER	IV
DRAFTER	IX
ENGINEERING AIDE	VIII
ESCORT	I
FIRE INSPECTOR	X
FLEET/TRAFFIC AIDE	III
HOUSING INSPECTOR	X
INTERMEDIATE ACCOUNT CLERK	IV
INTERMEDIATE ACCOUNT CLERK/TYPIST	IV
INTERMEDIATE CLERK	IV
INTERMEDIATE TYPIST	III
JUNIOR ACCOUNTANT	VIII
JUNIOR CIVIL ENGINEER	IX
JUNIOR DRAFTER	V
LIBRARIAN I	IX
LIBRARIAN II	X
LIBRARIAN III	XI
LIBRARIAN TRAINEE	VIII
LIBRARY ASSISTANT	VI
LIBRARY CLERK	IV
LIFEGUARD	V
LIFEGUARD CAPTAIN	VII
MESSENGER	V
NETWORK ADMINISTRATOR	XI
OFFICE ASSISTANT/AUTOMATED SYSTEMS	IV
OFFICE ASSISTANT/CLERK'S OFFICE	VI ***
OFFICE ASSISTANT/COMMUNITY DEVELOPMENT	VI ***
OFFICE ASSISTANT/POLICE DEPARTMENT	VI ***
PARAMEDIC	IX
PARAMEDIC SUPERVISOR	XI
PAYROLL CLERK	VI

PERSONNEL CLERK	VI
PLUMBING INSPECTOR	XI
POLICE DISPATCHER	VI
PRINCIPAL ENGINEERING TECHNICIAN (CIVIL)	XIII
PRINCIPAL ENGINEERING TECHNICIAN (CONSTRUCTION)	XIII
PRINCIPAL LIBRARY CLERK	VIII
PROPERTY CONTROL COORDINATOR	VIII
REAL PROPERTY APPRAISER	XI
RECEPTIONIST	III
RECORDS MANAGEMENT CLERK	I
RECREATION ASSISTANT	I
RECREATION ATTENDANT	1
RECREATION LEADER	V
RECREATION SPECIALIST	IX
RECREATION SUPERVISOR	IX
RECREATION SUPERVISOR/SENIOR CITIZEN	V
RECYCLING COORDINATOR	X
SENIOR ACCOUNT CLERK	VI
SENIOR ACCOUNT CLERK/TYPIST	VI
SENIOR BOOKKEEPER	VIII
SENIOR CIVIL ENGINEER	XIII
SENIOR CLERK	VI
SENIOR COMPUTOR OPERATOR	VI
SENIOR LAW STENOGRAPHER	X
SENIOR LIBRARY CLERK	VI
SENIOR MESSENGER	VII
SENIOR OFFICE ASSISTANT-BUILDING DEPARTMENT	VI
SENIOR OFFICE ASSISTANT-PURCHASING	VI
SENIOR OFFICE ASSISTANT (AUTOMATED SYSTEMS)	VI
SENIOR OFFICE ASSISTANT (AUTOMATED SYSTEMS) (GREENBURGH PD)	VI
SENIOR PROGRAMMER	XI

SENIOR RECREATION LEADER	VII
SENIOR RECREATION LEADER-SENIOR CITIZENS	V
SENIOR STENOGRAPHER	VII
SENIOR TYPIST	V
SENIOR YOUTH AIDE	V
STAFF ASSIST – LIBRARY	VI
STAFF ASSISTANT – ACTIVITIES COORDINATOR	X
STAFF ASSISTANT – BUILDING DEPARTMENT	VIII
STAFF ASSISTANT – FINANCE AND ADMINISTRATION	VIII
SYSTEMS ANALYST – PROGRAMMER	XII
TECHNICAL SUPPORT SPECIALIST	VII
YOUTH AIDE	I

*Incumbents in these titles work a forty-hour week

**Salary group will change with change of incumbency

***Titles no longer in use. Title and salary group will change with change of incumbency.

Salary Schedule "B"

Blue Collar Titles

TITLES	3.00% 1/1/2005	2080 HOURLY	3.00% 1/1/2006	2080 HOURLY	3.00% 1/1/2007	2088 HOURLY
CHIEF WATER TREAT. PLANT OPER. IB RADIO TELEPHONE OPERATOR GENERAL FOREMAN	\$70,031	\$33.6689	\$72,132	\$34.6790	\$74,296	\$35.5825
ASSISTANT GENERAL FOREMAN	\$66,802	\$32.1166	\$68,807	\$33.0801	\$70,871	\$33.9419
MAINTENANCE FOREMAN REPAIR	\$63,577	\$30.5657	\$65,484	\$31.4827	\$67,449	\$32.3029
PARK FOREMAN WATER & SEWER MAINTENANCE FOREMAN	\$59,514	\$28.6124	\$61,299	\$29.4708	\$63,138	\$30.2386
MAINTENANCE MECH. RADIO/REP. I	\$57,855	\$27.8149	\$59,591	\$28.6494	\$61,378	\$29.3958
HEAVY MEO WATER & SEWER MAIN.GRADE I	\$56,558	\$27.1913	\$58,255	\$28.0071	\$60,002	\$28.7368
ASSISTANT PARK FOREMAN	\$55,425	\$26.6466	\$57,088	\$27.4460	\$58,800	\$28.1611
MAINTENANCE MECHANIC REPAIR MAINTENANCE MECHANIC RADIO WATER TREAT. PLT. OPERATOR WATER SERVICE WORKER WATER METER REPAIRMAN	\$54,642	\$26.2700	\$56,281	\$27.0581	\$57,969	\$27.7630
WATER & SEWER MAIN.GRADE II MAINTENANCE MECH. RADIO/REP. II INVENTORY CONTROL CLERK	\$53,624	\$25.7805	\$55,232	\$26.5539	\$56,889	\$27.2458
CARETAKER-NATURE PRESERVES MEO MAINTENANCE MAN CARPENTER	\$53,035	\$25.4975	\$54,626	\$26.2624	\$56,265	\$26.9466
LABORER WATER TREAT.PLANT OPER. TRAINEE MAINTENANCE LABORER	\$47,762	\$22.9626	\$49,195	\$23.6515	\$50,671	\$24.2677
CARETAKER MAINTENANCE WORKER (REPAIR)	\$46,976	\$22.5845	\$48,385	\$23.2620	\$49,837	\$23.8681
PARK GROUNDSKEEPER	\$45,515	\$21.8821	\$46,880	\$22.5385	\$48,287	\$23.1257

STARTING SALARY FOR SHADED POSITIONS

YEAR 1	LESS	\$10,000
YEAR 2	LESS	\$ 5,000

**C.S.E.A.
SALARY SCHEDULE "C"
SCHOOL CROSSING GUARDS**

	1/1/2005	1/1/2006	1/1/2007
Salary	\$9,961	\$10,260	\$10,568
Hourly Rate	\$12.7705	\$13.1538	\$13.4968

260
DAYS

C. S. E. A.
SCHEDULE "D" WHITE COLLAR
JANUARY 1, 2005 TO DECEMBER 31, 2005.

GROUP	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
I	\$24,356 13.3826	\$28,409 14.5104	\$28,462 15.6382	\$30,514 16.7660	\$32,567 17.8939	\$34,619 19.0217	\$36,672 20.1495	\$38,725 21.2773
II	\$25,249 13.8733	\$27,385 15.0464	\$29,520 16.2196	\$31,655 17.3927	\$33,790 18.5659	\$35,925 19.7391	\$38,060 20.9122	\$40,195 22.0854
III	\$26,896 14.7778	\$29,047 15.9599	\$31,198 17.1419	\$33,350 18.3239	\$35,501 19.5060	\$37,652 20.6880	\$39,803 21.8700	\$41,955 23.0521
IV	\$27,793 15.2710	\$30,071 16.5223	\$32,348 17.7736	\$34,625 19.0249	\$36,903 20.2763	\$39,180 21.5276	\$41,458 22.7789	\$43,735 24.0302
V	\$28,988 15.9277	\$31,406 17.2563	\$33,824 18.5848	\$36,242 19.9134	\$38,660 21.2419	\$41,078 22.5705	\$43,496 23.8990	\$45,914 25.2276
VI	\$29,838 16.3947	\$32,502 17.8585	\$35,166 19.3222	\$37,830 20.7859	\$40,494 22.2496	\$43,158 23.7134	\$45,822 25.1771	\$48,486 26.6408
VII	\$31,229 17.1586	\$34,122 18.7485	\$37,018 20.3384	\$39,910 21.9283	\$42,803 23.5182	\$45,697 25.1082	\$48,590 26.6981	\$51,484 28.2880
VIII	\$33,429 18.3674	\$36,466 20.0364	\$39,504 21.7054	\$42,541 23.3744	\$45,579 25.0434	\$48,617 26.7124	\$51,654 28.3814	\$54,692 30.0505
IX	\$35,410 19.4560	\$38,598 21.2077	\$41,786 22.9594	\$44,974 24.7111	\$48,162 26.4629	\$51,351 28.2146	\$54,539 29.9663	\$57,727 31.7181
X	\$38,248 21.0156	\$41,686 22.9042	\$45,123 24.7927	\$48,560 26.6812	\$51,997 28.5698	\$55,434 30.4583	\$58,871 32.3469	\$62,308 34.2354
XI	\$43,556 23.9321	\$47,338 26.0099	\$51,120 28.0877	\$54,901 30.1655	\$58,683 32.2434	\$62,465 34.3212	\$66,246 36.3990	\$70,028 38.4768
XII	\$47,994 26.3701	\$52,463 28.8257	\$56,932 31.2812	\$61,401 33.7368	\$65,870 36.1923	\$70,339 38.6479	\$74,808 41.1034	\$79,277 43.5590
XIII	\$54,811 30.1159	\$59,728 32.8175	\$64,645 35.5191	\$69,562 38.2207	\$74,479 40.9223	\$79,396 43.6239	\$84,312 46.3255	\$89,229 49.0272

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DAYS

C. S. E. A.
SCHEDULE "D" WHITE COLLAR
JANUARY 1, 2006 TO DECEMBER 31, 2006

GROUP	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
I	\$25,087 13.7840	\$27,201 14.9457	\$29,315 16.1074	\$31,430 17.2690	\$33,544 18.4307	\$35,658 19.5923	\$37,772 20.7540	\$39,886 21.9156
II	\$26,007 14.2895	\$28,206 15.4978	\$30,405 16.7062	\$32,604 17.9145	\$34,804 19.1229	\$37,003 20.3312	\$39,202 21.5396	\$41,401 22.7479
III	\$27,703 15.2212	\$29,918 16.4387	\$32,134 17.6562	\$34,350 18.8738	\$36,566 20.0911	\$38,782 21.3086	\$40,998 22.5261	\$43,213 23.7438
IV	\$28,627 15.7291	\$30,973 17.0180	\$33,318 18.3068	\$35,664 19.5957	\$38,010 20.8846	\$40,356 22.1734	\$42,701 23.4623	\$45,047 24.7511
V	\$29,858 16.4056	\$32,349 17.7740	\$34,839 19.1424	\$37,330 20.5108	\$39,820 21.8792	\$42,311 23.2476	\$44,801 24.6160	\$47,292 25.9844
VI	\$30,734 16.8866	\$33,477 18.3942	\$36,221 19.9018	\$38,965 21.4095	\$41,709 22.9171	\$44,453 24.4248	\$47,197 25.9324	\$49,941 27.4400
VII	\$32,166 17.6734	\$35,146 19.3110	\$38,126 20.9486	\$41,107 22.5862	\$44,087 24.2238	\$47,068 25.8614	\$50,048 27.4990	\$53,029 29.1366
VIII	\$34,432 18.9184	\$37,560 20.6375	\$40,689 22.3566	\$43,818 24.0757	\$46,946 25.7947	\$50,075 27.5138	\$53,204 29.2329	\$56,333 30.9520
IX	\$36,472 20.0396	\$39,756 21.8439	\$43,040 23.6482	\$46,324 25.4525	\$49,607 27.2568	\$52,891 29.0610	\$56,175 30.8653	\$59,459 32.6696
X	\$39,396 21.6461	\$42,936 23.5913	\$46,476 25.5365	\$50,017 27.4817	\$53,557 29.4269	\$57,097 31.3721	\$60,637 33.3173	\$64,178 35.2625
XI	\$44,863 24.6500	\$48,758 26.7902	\$52,653 28.9304	\$56,548 31.0705	\$60,443 33.2107	\$64,338 35.3508	\$68,234 37.4910	\$72,129 39.6311
XII	\$49,433 27.1612	\$54,037 29.6904	\$58,640 32.2196	\$63,243 34.7489	\$67,846 37.2781	\$72,449 39.8073	\$77,052 42.3365	\$81,656 44.8657
XIII	\$56,455 31.0194	\$61,520 33.8020	\$66,584 36.5847	\$71,649 39.3673	\$76,713 42.1500	\$81,777 44.9327	\$86,842 47.7153	\$91,906 50.4980

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DAYS

C. S. E. A.
SCHEDULE "D" WHITE COLLAR
JANUARY 1, 2007 TO DECEMBER 31, 2007

GROUP	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
I	\$25,840 14.1432	\$28,017 15.3351	\$30,195 16.6270	\$32,372 17.7189	\$34,550 18.9109	\$36,728 20.1028	\$38,905 21.2947	\$41,083 22.4866
II	\$26,787 14.6618	\$29,052 15.9016	\$31,317 17.1414	\$33,583 18.3813	\$35,848 19.6211	\$38,113 20.8609	\$40,378 22.1008	\$42,643 23.3406
III	\$28,534 15.6177	\$30,818 16.8669	\$33,098 18.1162	\$35,381 19.3654	\$37,663 20.6146	\$39,945 21.8638	\$42,227 23.1130	\$44,510 24.3622
IV	\$29,488 16.1389	\$31,902 17.4614	\$34,318 18.7838	\$36,734 20.1062	\$39,150 21.4287	\$41,566 22.7511	\$43,982 24.0735	\$46,398 25.3960
V	\$30,754 16.8330	\$33,319 18.2370	\$35,884 19.6411	\$38,449 21.0452	\$41,015 22.4492	\$43,580 23.8533	\$46,145 25.2573	\$48,710 26.6614
VI	\$31,656 17.3265	\$34,482 18.8734	\$37,308 20.4204	\$40,134 21.9673	\$42,960 23.5142	\$45,787 25.0611	\$48,613 26.6080	\$51,439 28.1550
VII	\$33,130 18.1338	\$36,200 19.8141	\$39,270 21.4944	\$42,340 23.1746	\$45,410 24.8549	\$48,480 26.5352	\$51,550 28.2155	\$54,620 29.8957
VIII	\$35,484 19.4113	\$38,687 21.1752	\$41,910 22.9390	\$45,132 24.7029	\$48,355 26.4668	\$51,577 28.2306	\$54,800 29.9945	\$58,023 31.7584
IX	\$37,566 20.5617	\$40,949 22.4130	\$44,331 24.2643	\$47,713 26.1156	\$51,096 27.9689	\$54,478 29.8182	\$57,860 31.6695	\$61,242 33.5208
X	\$40,578 22.2100	\$44,224 24.2059	\$47,871 26.2018	\$51,517 28.1977	\$55,164 30.1936	\$58,810 32.1894	\$62,457 34.1853	\$66,103 36.1812
XI	\$46,209 25.2923	\$50,221 27.4882	\$54,233 29.6841	\$58,245 31.8800	\$62,257 34.0759	\$66,269 36.2718	\$70,281 38.4677	\$74,293 40.6637
XII	\$50,916 27.8689	\$55,658 30.4640	\$60,399 33.0591	\$65,140 35.6542	\$69,881 38.2493	\$74,623 40.8444	\$79,364 43.4395	\$84,105 46.0347
XIII	\$58,149 31.8275	\$63,365 34.6827	\$68,582 37.5378	\$73,798 40.3930	\$79,014 43.2482	\$84,231 46.1033	\$89,447 48.9585	\$94,663 51.8136